

# E-SAFETY POLICY

Newcastle Volleyball Club does not wish to prevent communication between adults and young people (defined here as any person under 18-years-old) and understands that communication is important in a young person's development and membership of a team, club or organisation.

All adult members working with young people in volleyball are asked to adhere to the following good practice guidelines.

## GENERAL PRINCIPLES

- It is inappropriate for adults to communicate on a one-to-one basis with young people:
  - By text message
  - Through social networking sites
  - By email
  - By instant messaging
- All electronic communication by the above methods should include a copy to a third party, e.g. copy to the relevant Safeguarding Officer and/or parent.
- Adults should limit all electronic communication to volleyball related matters only.
- It is advised to send a group message to several junior players rather than individual messages to one young person.
- Parental consent is required for communication between the adult and young person. This permission should be given at the start of the season via the club joining form.
- All staff, volunteers, parents and members should behave responsibly and respectfully when online or texting. They should not post or discuss unfavourable comments about coaches, players, any helper or volunteer, parent or club.

## TEXT MESSAGES AND WHATSAPP

Text messages and WhatsApp are not the preferred method of communication between adults and young people. However, where they are used they should be group messages and should always be copied to the relevant Safeguarding Officer and/or parent. Group messages with other

adults beyond these categories are not appropriate as this will reveal contact details of the young person to other adults. Young people will not be added to the all-club WhatsApp group.

## **EMAILS**

Emails are a positive and simple method of communication between adults and young people.

Group emails are preferred, although in the case of an email to an individual young person, a copy must be sent to the relevant Safeguarding Officer and/or parent. The club mailing lists for all members or an individual squad should usually be used as this will prevent inadvertent revealing of a young person's contact details.

## **SOCIAL NETWORKING**

Club members in a position of trust and/or responsibility should not have young people as friends/fans/followers on personal social networking sites when the primary reason for their relationship is volleyball.

Young members should be encouraged to set their privacy settings and not accept requests either from people unknown to them or from adults within volleyball. Likewise, adults should not accept requests from young people involved in volleyball. Moreover, all social networking sites are restricted to people over 13 years of age. This restriction must be adhered to.

## **INSTANT MESSAGING SERVICES**

MSN, Yahoo, Google Chat, Facebook, Blackberry Messaging and other instant messaging services should not be used by adults to communicate with young people under any circumstances.

## **REPORTING GUIDANCE**

In the event of a young person showing an adult, in a position of responsibility and/or trust within volleyball, a text message, image or email that is considered to be inappropriate for a young person to have, the adult must inform the appropriate Safeguarding Officer.